



2011-2012 Draft Action Plan

May 2011



Table of Contents

Executive Summary

1	One-Year Action Plan.....	1
1.1	Community Development Resources	1
1.2	Geographic Distribution	5
1.3	Community Participation	7
1.4	Fiscal Year 2011-12 Activities	8
1.5	Monitoring of Funded Activities	15
1.6	Action Plan Tables.....	17
3	Appendix B: Map of Funded Projects	31
4	Appendix C: Monitoring Plan	33
5	Appendix D: CDBG and HOME Forms	36
6	Appendix E: Certifications	48

EXECUTIVE SUMMARY

This is a one year plan which describes the eligible programs, projects and activities to be undertaken with funds expected to be made available during the program year (Fiscal Year 2011-12) and their relationship to the priority housing, homeless and community development needs identified in the 2010-15 Consolidated Plan, as adopted by the City Council on April 13, 2010.

Evaluation of Past Performance

Fiscal Year 2011-12 will be the second year of the five year 2010-15 Consolidated Plan period. Since the 2010-15 Consolidated Plan cycle began, the City has funded a phase of multi-year energy-efficiency sustainable rehabilitation for 230 extremely low and very low subsidized complexes in Mountain View. The property owner plans to apply through the CDBG/HOME cycle to fund future phases of the rehabilitation. The City has awarded \$1.2 million and prepared for execution the ground lease for the Downtown Family Rental Project that will result in the completion of 51 units affordable to extremely low and very low income households. Energy efficiency improvements were completed for two public facilities that serve lower income seniors and families and which are located in lower income census tracts. ADA street improvements were completed for two heavily used street segments in a low income census block group. The City has also continued to fund a variety of public service programs for low income elderly persons; the disabled and indigent; homeless adults, youth and families; and households at risk of homelessness. A detailed evaluation of the City's performance in 2010-11 and for the past five year period will be provided in the annual Consolidated Annual Performance and Evaluation Report that will be submitted to HUD by September 30, 2011.

Fiscal Year 2011-12 Resources and Activities

During Fiscal Year 2011-12 (Program Year 2011), the City of Mountain View will have approximately 808,000 in CDBG and \$1,438,000 in HOME funds to allocate to eligible projects and programs. Below is a budget summary on how the CDBG and HOME funds are planned to be distributed followed by a synopsis of the programs and activities that the City will undertake in the coming Program Year.

Projected Use of Fiscal Year 2011-12 Funds

	<u>CDBG Funds</u>	<u>HOME Funds</u>
Administration	\$140,000	\$45,000
Public Services	\$121,500	N/A
CHDO Reserved Funds	N/A	\$67,500
Capital/Housing Projects Budget	\$546,500	\$1,325,500
Totals	\$808,000	\$1,438,000

New Rental Housing

- Encourage the creation of rental housing units affordable to lower-income households, with an emphasis on units for extremely low- and very low- income households, through new construction or acquisition/rehabilitation activities, especially for large families, the frail elderly, and the disabled.

5-Year Goal: 150 units

2011-12 Activity

- Downtown Family Rental Project- 51 units affordable to very low and low income households.
- Senior Housing Solutions has applied for use of FY 2011-12 HOME funds to develop a Senior Group Home that would serve 5 extremely low income seniors. If funding is granted, the developer would purchase a property and complete rehabilitation needed to accommodate senior residents.
- The City of Mountain View is administering a Notice of Funding Availability Process (NOFA) to award local housing funds (Below Market Rate Housing funds) to developers seeking funds to create new affordable housing. The NOFA process, in and of itself, does not involve use of CDBG or HOME funds, but projects awarded funding may also be eligible to receive future CDBG and HOME funds to complete their projects. A short-list of projects is anticipated to be determined in FY 2011-12, followed by any necessary City entitlement processes and further efforts to secure additional funding needed to complete the selected project(s).

Preservation of Existing Housing Serving Lower Income Households

- Participate in the preservation of existing rental housing units affordable to extremely low, very low and low income households by funding rehabilitation activities that will extend the life of the property and providing support for the purchase or extension of affordable housing covenants.
- Encourage and fund energy-efficiency improvements and modifications for existing subsidized rental housing units serving extremely low, very low and low income households.

5-Year Goal: 400 units

2011-12 Activity: Fund continued energy-efficiency rehabilitation activities at three subsidized complexes in Mountain View to maintain and extend the useful life of 230 units affordable to very low income households: San Veron Park, Maryce Freelen Place, and The Fountains Apartments.

- Continue to fund a Home Repair and Home Access Program that assists low income homeowners and disabled persons with minor home repairs and modifications that make their units livable and/or accessible.

5-Year Goal: Improve and or perform accessibility modifications for 75 units occupied by lower income households.

2011-12 Activity: Improve and or perform accessibility modifications to 15 units occupied by lower income households.

Homebuyer Assistance

- Support homebuyer assistance programs for low- and moderate-income households.

5-Year Goal: 4 low-income homebuyers

2011-12 Activity: Help promote the Mortgage Credit Certificate Program and the Housing Trust of Santa Clara County's homebuyers programs, which benefit low and moderate income homebuyers.

Activities to Assist the Homeless and Persons At Risk of Homelessness

- Participate in the creation of new transitional and supportive housing facilities to address homelessness through regional collaboration and cooperation with non-profit agencies, housing developers and other jurisdictions.

5-Year Goal: Meet regularly with members of the Santa Clara County CDBG Coordinators group to identify projects for consideration and possible City funding.

2011-12 Activity: Attend quarterly meetings held by the CDBG Coordinators group, in addition to meeting with non-profit agencies and developers to identify possible projects that could be implemented in future years.

- Continue to support existing transitional housing facilities that provide services and a continuum of care to homeless persons, runaway youth, youth transitioning out of foster care, and families.

5-Year Goal: Provide funding to maintain local and regional transitional housing facilities

2011-12 Activity: No agency or entity applied for Fiscal Year 2011-12 funding to maintain transitional housing facilities. The City will continue to support and provide oversight for the two transitional homes located within the City: 1) Alice Street Transitional Home which serves 5 formerly homeless persons and 2) Quetzal House and Villa Street Home, local youth shelters and transitional homes operated by the Bill Wilson Center that serves about 60-70 homeless youth annually.

- Continue to support programs that prevent people from becoming homeless, such as short-term emergency shelter and emergency rental assistance programs.

5-Year Goal: 1) Provide 75 homeless persons with 2,500 shelter days; 2) Provide 75 households at risk of homelessness with emergency rental assistance; 3) Assist in funding one new regional homeless shelter.

2011-12 Activity: Provide 15 homeless persons with 500 shelter days and provide 15 households at risk of homelessness with emergency rental assistance.

- Continue to provide funding and support for programs and services to homeless persons and families and those at-risk of becoming homeless.

5-Year Goal: Provide funding for housing and employment referrals, mental health and substance abuse counseling, and other support services to 750 homeless persons or persons at risk of becoming homeless

2011-12 Activity: Fund services for 200 homeless persons or persons at risk of becoming homeless

Activities to Assist Special Needs Populations

- Coordinate with non-profit agencies, housing developers, and other jurisdictions on regional approaches to provide and maintain housing for special needs households, such as persons with physical or mental disabilities, victims of domestic violence, and youth transitioning from foster care.

5-Year Goal: Meet regularly with members of the Santa Clara County CDBG Coordinators group to identify projects for consideration and possible City funding

2011-12 Activity: Attend quarterly meetings held by the CDBG Coordinators group, in addition to meeting with non-profit agencies and developers to identify possible projects that could be implemented in future years.

- Continue to fund a variety of public service programs that help lower-income households meet basic needs, such as programs providing emergency assistance, food/meals, healthcare, and support services for the disabled and seniors (special needs households).

5-Year Goal: Provide funding for emergency assistance, food/meals, healthcare, and support services for the disabled and seniors, and other basic needs to 20,000 persons

2011-12 Activity: Provide funding for emergency assistance to 3,000 households, meals and support services to 500 seniors and disabled persons, and healthcare to 2,000 persons (Total = 5,500 persons)

- Continue to fund a Home Repair and Home Access Program that assists low income homeowners and disabled persons with home repairs and modifications that make their units accessible and enable them to remain in their residences.

5-Year Goal: Improve and or perform accessibility modifications for 75 units occupied by lower income households

2011-12 Activity: Improve and or perform accessibility modifications to 15 units occupied by lower income households

Community and Economic Development Activities

- Continue to fund a Home Repair and Home Access Program that assists low income homeowners and disabled persons with home repairs and modifications that make their units accessible and enable them to remain in their residences.

5-Year Goal: Improve and or perform accessibility modifications for 75 units occupied by lower income households

2011-12 Activity: Improve and or perform accessibility modifications to 15 units occupied by lower income households

- Increase and expand public outreach efforts to inform the community about available programs and services for low income households, including groups with language, technology, or cultural barriers

5-Year Goal: 1) Identify resources for creating new and improving existing multi-lingual and informative materials for educating the public on available services and programs; 2) Enhance the City's Housing and Neighborhood Division's website by incorporating information on available programs and services; and 3) Assist in the distribution of the materials.

2011-12 Activity: 1) Identify resources for creating new and improving existing multi-lingual and informative materials for educating the public on available services and programs; 2) Update the Housing Handbook, with contains housing referrals and resources for the community and 2) Where possible place handouts and materials for distribution in designated City facilities.

- Make improvements to streets, sidewalks, and other public infrastructure and public facilities to remove accessibility barriers and enhance neighborhoods.

5-Year Goal: Undertake a minimum of six street and sidewalk improvement projects that will be compliant with ADA standards.

2011-12 Activity: Fund ADA improvements to a segment of Shoreline Boulevard, a major north-south arterial in the City. The proposed project would result in new ADA-compliant sidewalks and curb cuts. The work is needed to improve pedestrian safety and accessibility in an eligible area. (Completion by December 2012)

Fair Housing Activities

- Perform ongoing fair housing outreach and education

5-Year Goal: Provide funding for 35 outreach activities

2011-12 Activity: Provide funding toward seven outreach activities: 1) two workshops and seminars held throughout the County, 2) the preparation of four fair housing related articles and newsletters; and 3) the distribution of bilingual fair housing materials to landlords and rental property owners.

- Support fair housing investigation, audits, counseling and enforcement

5-Year Goal: Provide funding to address fair housing complaints and perform 10 audits and 30 consultations.

2011-12 Activity: Provide funding to address fair housing complaints and complete a minimum of two audits and six consultations.

- Continue to participate in the countywide fair housing task force in order to improve the provision of fair housing services on a regional basis.

5-Year Goal: Maintain a presence at the quarterly meetings and participate in associated activities

2011-12 Activity: Attend a minimum of two quarterly fair housing meetings, help distribute fair housing education and referral materials in Mountain View, and participate in countywide efforts as needed.

- Update the local Analysis of Impediments to Fair Housing Choice and report on its implementation as necessary

5-Year Goal: Complete the AI prior to the onset of the 2010-15 Consolidated Plan cycle

2011-12 Activity: Implement actions to reduce or eliminate barriers to fair housing choice on an ongoing basis and report on annual activities in the CAPER.

Other Ongoing Activities

In addition to the activities noted above, the City will take the actions stated below in administering CDBG and HOME funds during the 2010-15 Consolidated Plan period. Annual activities and accomplishments will be documented in the CAPER that will be submitted to HUD at the end of the fiscal year.

Address Obstacles in Meeting Underserved Needs

- Supplement available CDBG and HOME funds with funds from the City's Below Market Rate Housing (BMR) Program in order to fund new affordable housing projects. In FY 2011-12, the City is proposing to use a combination of HOME and BMR funds for the Senior Group Home Project.
- Target outreach regarding available programs and services, to areas of the City with minority concentrations.

Remove Barriers to Affordable Housing

- In addition to leveraging CDBG and HOME funding with local funds to reduce development costs, the City will continue to work with neighborhood residents when new affordable housing units are proposed to be developed, in order to ensure that neighborhood questions and concerns are addressed early in the development process.
- The City will continue to spend at least half of its CDBG and HOME funds for housing-related activities, whenever possible, so the funds may be concentrated on the provision and maintenance of affordable housing and stabilization of lower income households in affordable housing.

Evaluate and Reduce Lead Based Paint Hazards

- The City will continue to require testing and hazard reduction in properties that are rehabilitated using CDBG or HOME funds.
- The City will continue to provide informational material on lead based paint hazards for CDBG and HOME funded rehabilitation projects and make these materials available for the general public.

Reduce the Number of Poverty Level Families

The City will continue to support Emergency Assistance Programs, and a variety of other support services, which are used by low-income households to obtain basic necessities.

Develop Institutional Structure

- The City will continue to work with non-profit organizations in providing programs and services for low-income households and private industry to encourage the development of affordable housing opportunities regionally and in the City
- The City will continue to coordinate with other local jurisdictions in carrying out and monitoring regional projects in a streamlined and cost-effective manner

Action Plan's Consistency with Local Transportation and Regional Policies

- The Action Plan's proposed housing and community development activities for the 2011-12 fiscal year are consistent with the City's General Plan and Housing Element

Foster Public Housing Improvements and Resident Initiatives

- There are no public housing developments in Mountain View, but the City will continue to provide referrals to Section 8 tenants and other persons seeking information and access to the Housing Authority of Santa Clara County's programs.

Section 3 and Woman/Minority-Owned Business Outreach

- The City will continue to encourage participation from Woman-owned, Minority-Owned, and potential Section 3 business interests in responding to bid notices for City-sponsored capital projects involving use of CDBG and HOME funds. The City will also continue to encourage affordable housing developers to seek and contract with Section 3 businesses when carrying out new construction and rehabilitation projects where CDBG and/or HOME funds are used.

1 Fiscal Year 2011-12 Action Plan

This one year Action Plan describes the eligible activities that the City of Mountain View intends to undertake in Fiscal Year 2011-12 to address the needs and implement the strategies identified in the adopted Consolidated Plan for the period July 1, 2010 to June 30, 2015. It summarizes the outreach efforts the City implemented to engage all segments of the community. The Plan also describes activities that the jurisdiction will fund with the Department of Housing and Urban Development (HUD) entitlement grant funds in Fiscal Year 2011-12 to address priority housing and non-housing community development needs and to affirmatively further fair housing choice.

1.1 Community Development Resources

Entitlement Grant Funding

The City receives CDBG funds as an entitlement grant through HUD. In Fiscal Year 2011-12, the City estimates it will have \$808,000 in CDBG and \$1,438,000 in HOME funds to allocate to eligible projects and programs. The City's 2011-12 CDBG entitlement grant is estimated to be \$700,000 and the HOME entitlement grant is estimated to be \$450,000. The required 25% matching funds for the HOME Program will be provided from the City's Below Market Rate Housing Funds.

Between Fiscal Year 2001 and Fiscal Year 2006, the City expended \$1,458,667 in HOME CHDO funds for development of the efficiency studios project, "San Antonio Place". This funding was used by Charities Housing, a Community Housing Development Organization (CHDO), under HOME, for development of San Antonio Place. This expenditure of CHDO funds resulted in the City exceeding its 15% CHDO set-aside requirement. In future fiscal years, the City will request that HUD release the CHDO set aside funds, so they may be shifted to other capital projects, until the excess CHDO funds are expended.

In 2010-11, the City received \$88,000 in CDBG and \$108,000 in HOME program income. These amounts have been combined with unused funds from completed projects to fund FY 2011-12 programs and activities as shown below:

Funds Expected to be Available for Fiscal Year 2011-12

	<u>CDBG Funds</u>	<u>HOME Funds</u>
	Fiscal Year 2011-12	Fiscal Year 2011-12
HUD Fund Allocation	\$700,000	\$ 450,000
Program Income	\$ 88,000 ¹	\$ 108,000 ²
Carryovers (estimated)	\$ 20,000	\$ 880,000 ³
Available Funds	\$808,000	\$1,438,000

Note: Program income consists of loan repayments. The amount of program income and when it is received may vary, since all loans are structured to be repaid upon sale of the property or from residual receipts.

Projected Use of Fiscal Year 2011-12 Funds

	<u>CDBG Funds</u>	<u>HOME Funds</u>
Administration	\$140,000	\$45,000
Public Services	\$121,500	N/A
CHDO Reserved Funds	N/A	\$67,500
Capital/Housing Projects Budget	\$546,500	\$1,325,500
Totals	\$808,000	\$1,438,000

In FY 2010-11, it is estimated the City will accumulate roughly \$20,000 in CDBG fund carryovers and receive approximately \$88,000 from CDBG loan repayments that could be used for FY 2011-12 CDBG-funded public services and capital projects. Of the \$88,000, \$16,500 will be available to allocate to FY 2011-12 public service funding requests and \$71,500 for capital projects. For HOME, \$108,000 from FY 2010-11 program income and \$880,000 in unused funds from prior fiscal years is estimated to be available for FY 2011-12 administration and projects, in addition to the HUD allocation.

¹ The City estimates a total of \$110,000 in FY 2010-11 program income, of which 20 percent, \$22,000, would be allocated administrative activities in this fiscal year (2010-11), leaving a total of \$88,000 for FY 2011-12 public services (\$16,500) and capital projects (\$71,500).

² FY 2010-11 HOME program income is estimated to be \$120,000, of which \$108,000 is available for FY 2011-12 affordable housing projects.

³ The carryover amount consists of \$405,000 in FY 2010-11 program income, approximately \$70,000 in FY 2010-11 CHDO funds and \$405,000 in unused funds from prior fiscal years.

The estimated FY 2011-12 CDBG capital project budget is lower than in previous years, because available program income and carryovers have been budgeted for the Downtown Family Rental Project. The ground lease for that project will be executed before the end of April to comply with the CDBG Federal expenditure deadline, leaving an estimated \$546,500 for FY 2011-12 projects.

Two Year Budget Cycle

The City of Mountain View administers a two-year budget cycle for public service programs. Under the two-year budget cycle, public service programs that receive funding for Fiscal Year 2011-12 will also receive funding in Fiscal Year 2012-13 in proportion to the available public services budget. The two-year budget is intended to streamline the funding process, provide nonprofit agencies more certainty over their finances, and allow agency staff more time to complete projects and deliver services.

The two-year budget cycle does not apply to capital projects. The City will continue to fund capital projects on an annual basis in order to take advantage of site-specific opportunities and circumstances and to fund projects when they are ready to utilize the funds. This flexibility will also assist the City in complying with CDBG program expenditure requirements and HOME commitment deadlines.

County and Local Housing and Community Development Sources

The City has access to a variety of local and countywide resources, as outlined below:

Below Market Rate Housing Program In-Lieu Fees, Jobs-Housing Linkage Fees and Housing Set Aside Funds. Mountain View requires developers to reserve a percentage of units for lower-income households or pay an in-lieu fee. In addition, the City collects a Housing Impact Fee from new office, industrial, hotel, and retail developments. The City uses the BMR in-lieu and Housing Impact fees and its CDBG, HOME, and Redevelopment Housing Set-Aside funds to subsidize affordable housing programs and developments serving lower-income households.

The Housing Trust of Santa Clara County. This non-profit organization combines private and public funds to support affordable housing activities in the County, including assistance to developers and homebuyers. Since Fiscal Year 2001-02, the City has funded the Trust annually or every other year. To date the City has given the Trust \$1.45 million and approximately \$1.8 million has returned to Mountain View in the form of first time homebuyer loans and bridge and construction loans for the San Antonio Place efficiency studios and Paulson Park Apartments (formerly Central Park Apartments). The developer of the Downtown Family Rental Project also plans to apply for Trust funding.

Other Potential Funding. It is anticipated that Section 8 rental housing funds, Low Income Housing Tax Credits and Competitive McKinney–Vento Homeless Assistance funds will be received for affordable and transitional housing projects funded with the City’s CDBG or HOME funds during the 2010-15 Consolidated Plan period. The Downtown Family Rental Project is dependent upon the receipt of Low Income Housing Tax Credits and this funding source is anticipated to be needed for future subsidized housing developments.

Leveraging of Resources

The City of Mountain View will continue to encourage local non-profit housing and support public service agencies to pursue all available public (federal, state, local, etc.) and private funding to achieve the Consolidated Plan goals. The City will encourage non-profit entities to work with financial institutions and develop plans for leveraging private funds to the maximum extent possible for the specific projects involved. Before awarding funds for projects to be carried out by other entities such as non-profit organizations, the City will review budgets for those projects to ensure that each agency is utilizing all available funding and is leveraging funds to the maximum extent possible. The City does not adhere to any specific matching requirements for use of City CDBG or HOME funds. The City, however, requires that organizations make the maximum effort to match the City’s funds through other public and private sources. For the planned FY 2011-12 rehabilitation projects the City is requiring a 25% match from other sources and a minimum \$150,000 match of outside funding is recommended for the Senior Group Home development. The Downtown Family Rental Project will use a variety of funding sources, including local Housing Set Aside funds, CDBG funds, and tax credit funding for the ground lease acquisition and construction financing.

Many of the programs funded by the City to prevent homelessness, provide case management, shelter and other services to assist the homeless and provide services and programs to assist in the transition from homelessness to self-sufficiency are dependent upon the receipt of McKinney-Vento Homeless Assistance funds. The on-going affordability of the subsidized rental housing stock is dependent upon the ongoing receipt of Section 8 project based vouchers, in order to make the units affordable to very low income households. In collaboration with other County jurisdictions, the City will continue to highlight the need and support the County of Santa Clara and the Housing Authority of Santa Clara County in securing continued funding for these two programs.

Capped Incomes

The City of Mountain View will continue to use the federal capped incomes (instead of the true 80 percent of median income), for determining client eligibility to receive CDBG or HOME funded housing, community development projects, public facilities or public services. The City will also use the capped income for determining the eligibility of area benefit projects. Due to limited CDBG and HOME funding, the City does not fund public services for households earning more than the capped incomes.

1.2 Geographic Distribution

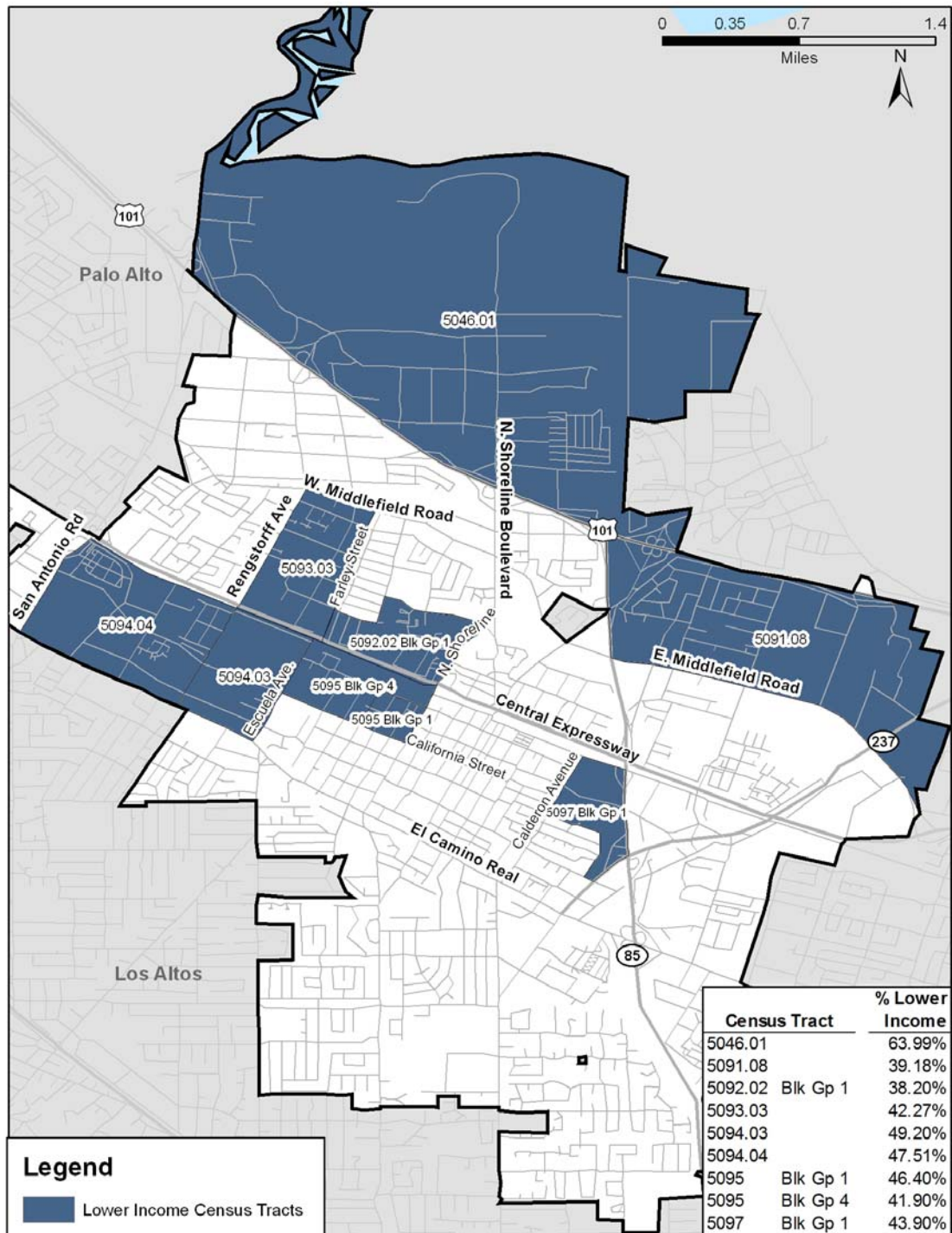
Figure 1 illustrates the income-eligible areas for CDBG activities during the 2011-2012 Fiscal Year. The CDBG program defines low-income concentration as any block group with 51 percent or more of residents earn 80 percent of MFI or less. For jurisdictions that do not have any areas meeting this definition, the highest quartile of all areas in the City in terms of degree of concentration is used. For Mountain View, block groups with at least 38.2 percent lower-income residents are considered as having a concentration of lower-income residents.

Lower Income Household Census Tracts

As shown, there are nine tracts or portions of a tract in the City have 38.2 percent of lower-income households based on 2000 Census data. These tracts are primarily located in the northwestern and northeastern portions of the City. It should be noted that the boundaries for low-income areas may change when data from the 2010 Census and refined data from the American Community Survey is released sometime in late 2011 or early 2012.

As additional information to this section, Appendix A contains maps of minority concentration in Mountain View.

Figure 1: Areas of Low-Income Concentrations, Mountain View, 2009



Relative Allocation Priorities

The City of Mountain View allocates its CDBG and HOME funds to projects and programs that will primarily serve extremely low and very low income households, especially renters. The allocation of funds is made based on the identification of needs in the City's 2010-2015 Consolidated Plan, which lists subsidized rental housing with an emphasis on housing extremely low and very low income special needs households as a top priority.

For Fiscal Year 2011-12, proposed programs and projects include a minor rehabilitation and accessibility program, ADA upgrades and sidewalk improvements for a segment of a major arterial in a low income census block, green and sustainable rehabilitation of three affordable apartment complexes, and a new Senior Group Home. Funding for the public service programs is targeted to services that benefit the homeless, very low income seniors, and other very low income households, which are identified in the Consolidated Plan as the most vulnerable and in need of assistance. Mountain View is a diverse community. There are no areas identified in the City as having significantly higher needs than other areas. There are areas of minority concentration and, as it has done in the past, the City will continue to provide focused outreach to those areas regarding homeownership programs and other available public services.

1.3 Community Participation

The lead agency responsible for overseeing the development of the Action Plan is the Neighborhoods Division of the Community Development Department of the City. The City of Mountain View followed its Citizen Participation Plan in preparing the Action Plan. The Draft Action Plan is being circulated for a 31-day review period (March 4 – April 5), during which comments may be received. The City's Human Relations Commission held a hearing on March 3, 2011 to form funding recommendations on the Action Plan for submission to the City Council on April 5, 2011, who will consider adoption at that public hearing. Members of the public were encouraged and invited to attend both meetings.

A number of methods were used to provide opportunities for the public to participate in the FY 2011-12 funding cycle, inform the public about the HRC and Council hearings and comment on the 2011-12 Action Plan including the following measures:

- Legal ads were published in the San Jose Post Record newspaper.
- Display ads were published in the Mountain View Voice and El Observador newspapers.
- Notices and funding applications were mailed to about 80 nonprofit organizations and other interested parties regarding the availability of funding and the hearing dates.
- Notices and funding applications were mailed to about 80 nonprofit organizations and other interested parties regarding the availability of funding and the hearing dates.
- Special accommodations and translation services were made available upon request.

- The City's bilingual Outreach Workers were available to assist non-English speaking individuals.
- Notices on the availability of the Action Plan were posted at the City's library, Senior Center, and organizations that provide services to City residents. Copies of the Action Plan were made available at the City's library, Senior Center and Community Center.
- Staff reports and the Draft Action Plan were made available on the City's web site.
- A TDD phone line was made available for hearing impaired persons.

1.4 2011-12 CDBG and HOME Activities

Provided within this section is a summary of the activities to be undertaken during Fiscal Year (FY) 2011-12. All activities are expected to benefit lower-income households.

Housing Activities

The housing activities proposed for FY 2011-12 (Program Year 2011) include sustainable upgrades to existing subsidized complexes; support for homebuyer programs targeting lower and moderate income homebuyers; minor repairs to units serving low income households, and site acquisition for a Senior Group Home. The activities are as follows:

- Provide oversight on the Downtown Family Rental Project. The City awarded \$1.2 million to in CDBG funds to assist the developer in acquiring the ground lease. The development is located at the intersection of Evelyn Avenue and Franklin Street and, once completed, will serve up to 51 very low and low income households. In FY 2011-12, the developer intends to secure additional funding needed from non-City sources and proceed in obtaining City permits to begin construction (Completion by December 2013).
- Carry out minor repair/maintenance work and accessibility modifications on a minimum of 15 units occupied by very low-income homeowners and renters (15 housing units to have home repair work and/or accessibility modifications completed by June 30, 2011).
- Fund green and sustainable rehabilitation in three of Mountain View's affordable apartment complexes: Maryce Freelen Place (74 very low income family units), The Fountains, (124 very low and low income senior units), and San Veron Park (32 very low and low income townhome family units). These properties were funded in FY 2009-10 for the installation of new energy-efficient windows and casings (Phase 1). Funding in 2010-11 was granted for roof replacement at The Fountains and San Veron Park sites and the installation of insulation and humidity control systems in all three properties (Phase 2). The FY 2011-12 funding request is for common area and landscape improvements, gutter replacement, exterior repairs to the buildings and interior upgrades (Phase 3). (Completion of Phase 1 by May 2011; completion of the roof replacement and installation of the insulation and humidity control systems by March 2012)

- Continue to implement and enforce Mountain View's Affirmative Marketing Policy for the sale or lease of all units in single- and multi-family developments that were funded by CDBG and HOME funds. The marketing plan requires that all owners of single- and multi-family developments undertake comprehensive outreach measures, including but not limited to bilingual flyers, brochures, and announcements, distribution and notification of upcoming sale or lease opportunities in typically underserved areas, and a minimum six-advertisement period prior to opening any waiting lists for available sale or rental units.
- Continue to promote the Mortgage Credit Certificate Program and the Housing Trust of Santa Clara County's homebuyer programs, which benefit lower income homebuyers.

Activities to Address Homelessness and Persons At-Risk of Homelessness

For Fiscal Year 2011-12, the City of Mountain View plans to use its Community Development Block Grant (CDBG) money to funding a range of non-profit agencies for the provision of services to the homeless, those at risk of being homeless, homeless youth, and the chronically homeless. These activities are summarized below.

Emergency Shelter and Transitional Housing Needs. In order to address the *emergency shelter and transitional housing needs* of homeless individuals (including those who are chronically homeless) and homeless families, the City will:

- Provide CDBG funds for the provision of temporary shelter to homeless Mountain View residents. (20 homeless persons to be provided 400 shelter nights)
- Continue to support the Alpha Omega program, which provides case management and information/referrals to homeless individuals and persons at risk of homelessness. This program assists the chronically homeless by providing case management, assisting homeless persons to qualify for benefits and helping them to find or keep permanent housing. The program also serves persons at risk of homelessness by assisting them with job and life training skills, employment referrals, and counseling. (440 homeless and persons at risk of homelessness to be provided case management and related services)
- Continue to fund Community Technology Alliance's Operation of the Homeless Management Information System for Santa Clara County, a referral and resource network that tracks management of services and site availability for shelter beds and transitional housing. (300 homeless clients to be referred and managed through this system)

Homeless Prevention Activities. In order to *prevent low-income individuals and families with children from becoming homeless*, the City will:

- Fund an emergency rental assistance program to prevent households from losing their housing and becoming homeless. (15 Mountain View households to be assisted with local Below Market Rate Housing funds for emergency rental assistance in order to prevent them from losing their housing)
- Continue to fund emergency assistance programs, which provide services and assistance (including food) to help prevent persons from becoming homeless. (5,500 Mountain View persons to be provided emergency assistance)
- Continue to fund the Mayview Health Center, to provide affordable health care to low income persons who are uninsured or underinsured. (2,400 Mountain View persons to be provided medical care)

Transition to Permanent/Independent Living Activities. In order to help homeless persons, including those with special needs, to *make the transition to permanent housing and independent living*, the City will carry out the following actions:

- Continue to support the Alpha Omega program, which provides case management and information/referral to 218 individuals. (400 persons to be provided with case management services and 5 homeless persons to be assisted with finding employment and moving to transitional housing)

Activities to End Chronic Homelessness. In order to help end chronic homelessness, the City will carry out the following actions:

- Continue to fund the Alpha Omega Program which provides case management services to homeless persons, assists them to obtain benefits and helps them find permanent housing. (5 individuals to be assisted in finding employment and permanent housing)
- Continue to designate 10 units at the efficiency studios (San Antonio Place) as units for persons transitioning out of homelessness. (10 persons to be provided permanent housing)
- Continue to support the transitional house program at 813 Alice Avenue, which provides affordable housing for homeless individuals who have succeeded in finding employment and can afford a minimal rent. The house allows these individuals the time to save funds for a rental deposit and progress in their jobs, so they can eventually move to permanent housing and end their cycle of homelessness. (5 homeless persons to be provided transitional housing)

- Support the Villa Street youth shelter, which provides shelter, life and parenting skills, and support services for youth who have children. (5 youth families to be provided shelter and counseling services)
- Provide ongoing oversight and support to the youth shelter at 509 View Street that serves chronically homeless and runaway youth. The shelter operates a program whereby clients receive counseling and support services to assist them in stabilizing their situations and/or prevent additional runaway occurrences. (25 youth to be provided shelter and counseling services)

Activities for Non-Homeless Persons with Special Needs

In order to assist the *frail elderly, persons with disabilities, and persons with alcohol and other drug addictions*, the City will perform the following activities:

Elderly and Frail Elderly. Fund senior services programs, which provide seniors with case management, volunteer chore services, food, legal assistance, and other services, including minor home repairs, in order to assist them to remain independent in their homes for as long as possible. (1,000 seniors to be served)

Physical or Mental Disabilities. 1) Continue to designate 39 of the 104 units of affordable housing at the Central Park Apartments available for seniors with disabilities and 2) Continue to fund the Home Access Program, which assists low-income tenants and homeowners with disabilities to make their homes accessible (10 homes to be made accessible for their occupants by June 30, 2011).

Alcohol or Other Drug Addictions. 1) Fund the Alpha Omega Program which provides persons with substance abuse issues with case management, referrals and counseling and 2) Continue to provide General Fund support to the Community Health Awareness Council (CHAC), which provides drug and alcohol abuse prevention services and counseling to Mountain View students and their families.

Community Development Activities

In an effort to address the community's non-housing needs to strengthen neighborhoods following actions will be taken:

Strengthening Neighborhoods. Continue to fund a number of public services in order to help low income persons to meet basic needs and avoid displacement. (3,000 persons to be provided case management and other basic public services through June 2011)

Improvements to Public Facilities. Fund ADA improvements to a segment of Shoreline Boulevard, a major north-south arterial in the City. The proposed project would result in new ADA-compliant sidewalks and curb cuts. The work is needed to improve pedestrian safety and accessibility in an eligible area. (Completion by December 2012)

Increase Community Awareness. 1) Identify resources for creating new and improving existing multi-lingual and informative materials for educating the public on available services and programs; 2) Update the Housing Handbook, which contains housing referrals and resources for the community and 3) Where possible place handouts and materials for distribution in designated City facilities. (Completion by June 2011)

Activities to Affirmatively Further Fair Housing

The City of Mountain View has a strong commitment to fair housing practices and places a high priority on promoting and ensuring open and free choice in housing for all persons. The City recognizes that equal access to housing is fundamental to meeting essential needs and pursuing personal, educational, employment and other goals. It is the City's intent to continue to maintain and promote a non-discriminatory environment in all aspects of the private and publicly funded housing markets in Mountain View and to foster compliance with the non-discrimination provisions of the Fair Housing Act. The City intends to continue its ongoing support of fair housing services. In addition to enforcing Mountain View's Affirmative Marketing Policy for the sale or lease of all units in CDBG and HOME-funded developments, the fair housing activities listed below will be carried out in Fiscal Year 2011-12.

Fair Housing Outreach and Education. The following actions will be taken to perform fair housing outreach and education.

- At least one training or informational community meeting will be held to increase community awareness of fair housing services and rights/responsibilities;
- A community event will be sponsored during fair housing week;
- Fair housing brochures will be made available at City Hall and other public facilities such as the Senior Center, Library, and the Community Center;
- At least 4 fair housing presentations will be held for community groups or other outreach activities
- Fair housing ads will continue to be published in local newspapers, including non-English newspapers;
- A direct link from the City's web site to the fair housing agency's web site will continue to be maintained and updated as needed; and
- The City's Outreach Workers will continue to distribute information (in various languages) about fair housing services to non-English speaking segments of the community.

Fair Housing Investigation and Enforcement. Continued funding for the investigation of Mountain View housing discrimination cases and testing of at least one rental property.

Continued participation in the Countywide Fair Housing Task Force. Information distributed on behalf of the Task Force and activities performed to implement Task Force objectives.

Analysis of Impediments to Fair Housing Choice. This document was updated in FY 2011-12 and the actions to address identified needs will be implemented during the remainder of the 2010-15 Consolidated Plan cycle.

Economic Development Activities

To address the need for vocational programs and business enhancement programs for low income business owners, the activities described below will be undertaken.

Job Training and Workforce Development. Continue to distribute information about the North Valley Job Training Consortium's (NOVA's) job training programs in lower income areas of the City. NOVA's program is primarily targeted to youth to build basic job skills. NOVA also operates other programs that retrain long-term unemployed and older workers. (50 Mountain View persons to complete the NOVA program and find employment)

Business Preservation and Enhancement. To research possible business preservation and enhancement programs that could assist low income business owners, eligible areas will be identified, once 2010 Census data is available, followed by a site inventory of existing businesses. (Completion by 2012 or later, based on the availability of 2010 Census data)

Energy Efficiency Activities

The City has existing policies for energy efficiency, water conservation, and greenhouse gas reduction. The purposes of using CDBG and HOME funds to promote energy efficiency and sustainability are to assist in the preservation of the existing subsidized rental stock and eligible public facilities, which serve primarily low income persons or are located in lower income areas.

Improvements to Existing Subsidized Rental Housing. In FY 2011-12, the City will fund green and sustainable rehabilitation in three of Mountain View's affordable apartment complexes: Maryce Freelen Place (74 very low income family units), The Fountains (124 very low and low income senior units) and San Veron Park (32 very low and low income townhome family units). The FY 2011-12 funding request is for common area and landscape improvements, gutter replacement, exterior repairs to the buildings and interior upgrades. These properties were also funded in FY 2009-10 for the installation of new energy-efficient windows and casings and in FY 2010-11 for roof replacement at The Fountains and San Veron Park sites and the installation of insulation and humidity control systems in all three properties. All improvements have been rated for energy and cost savings.

Other Activities

In addition to the activities noted above, the City will take the actions stated below in administering CDBG and HOME funds during the 2010-15 Consolidated Plan period.

Address Obstacles in Meeting Underserved Needs. In an effort to address the obstacles in meeting underserved needs, the City will continue to 1) Supplement available CDBG and HOME funds from the City's Below Market Rate Housing Program in order to fund affordable housing and 2) Target outreach regarding available programs and services, to areas of the City with minority concentrations.

Remove Barriers to Affordable Housing. In addition to leveraging CDBG and HOME funding with local funds to reduce development costs, the City will continue to work with neighborhood residents when new affordable housing units are proposed to be developed, in order to ensure that neighborhood questions and concerns are addressed early in the development process. This process has worked well over the years in gaining neighborhood support for affordable housing. An extensive amount of community outreach was performed during entitlement phases of the Downtown Family Rental Project. Similar processes may be implemented for future housing developments. Whenever possible, the City will also continue to spend at least half of its CDBG and HOME funds for housing-related activities, so the funds may be concentrated on the provision and maintenance of affordable housing and stabilization of lower income households who are currently residing in affordable housing.

Evaluate and Reduce Lead Based Paint Hazards. As required by federal regulations, the City has prepared a Lead Based Paint Management Plan and will carry out affected projects according to that Plan. The City will also continue to provide informational material on lead based paint hazards.

Reduce the Number of Poverty Level Families. The City will continue to support Emergency Assistance Programs, and a variety of other support services, which are used by low-income households to obtain basic necessities. The main goal shall be to prevent very low-income persons, especially those earning 30% or less of median income, from becoming homeless. The long-term goal shall be to provide more affordable housing options, so that this group does not spend nearly all of their available funds for housing, with little left over for other needs.

Develop Institutional Structure. The City will continue to work with non-profit organizations in providing programs and services for low-income households; private industry, in particular financial and development groups, to encourage the development of affordable housing opportunities regionally and in the City; and other local jurisdictions in carrying out and monitoring regional projects in a coordinated and cost-effective manner. Toward these ends, the City will provide technical assistance to the public service agencies it funds and maintain its attendance to the quarterly CDBG Coordinators Meetings and regional groups representing the needs of lower income households, such as the Homeless Collaborative. Both the CDBG Coordinators and Homeless Collaborative meetings provide forums where public service providers, affordable housing developers and advocates, and representatives from local jurisdictions can share their expertise with one another and discuss potential program efficiencies, development opportunities, and issues of regional concern that impact lower income households.

Consistency with the City’s General Plan and Housing Element. The proposed housing and community development activities for the 2011-12 fiscal year are consistent with the City’s General Plan and Housing Element. Both the General Plan and Housing Element are required by State statutes. The General Plan contains long-term (20 years) land use and development policies categorized under several different sections, e.g. land use, transportation, sustainability, etc. The Housing Element contains policies for the development of housing for all income categories. Both documents contain goals and policies encouraging housing development near transit corridors and existing services and infrastructure.

Foster Public Housing Improvements and Resident Initiatives. There are no public housing developments in Mountain View. The Housing Authority of Santa Clara County (HACSC) administers Section 8 Vouchers for approximately 750 lower income households in the City. The HACSC sponsors services and programs for Section 8 Voucher tenants to assist them in achieving self-sufficiency and shares information on these services and programs with the City. The City, in turn, uses this information to provide referrals to Section 8 tenants and other persons seeking information and access to the HACSC’s programs.

Section 3 and Woman/Minority-Owned Business Outreach. The City has been, and throughout the 2010-15 Consolidated Plan period, will continue to encourage participation from Woman-owned, Minority-Owned, and potential Section 3 business interests in responding to bid notices for City-sponsored capital projects involving use of CDBG and HOME funds. The City will also continue to encourage affordable housing developers to seek and contract with Section 3 businesses in carryout out new construction and rehabilitation projects where CDBG and/or HOME funds are used.

1.5 Monitoring of Funded Activities

The City of Mountain View has a monitoring plan that involves annual or biennial (depending on degree of risk) on-site monitoring of CDBG funded activities. HOME funded housing projects are monitored according to the HOME Program rules, based on the number of assisted housing units. CDBG funded activities that are being carried out by experienced agencies with past monitoring reviews showing no major issues will be monitored every other year. CDBG activities where there is inexperienced new staff, new programs or programs where there have been issues identified during past reviews, will be monitored annually. The on-site monitoring involves review of assisted client/tenant files, review of agency administration, fiscal management and program management. Sub-recipients of federal funds are required to maintain a financial audit trail for inspection by City, consisting of original invoices and timecards to document expenses all the way to cancelled checks to document payment of expenses. On-site monitoring of housing projects also involves inspection of the housing units to ensure they meet housing quality standards.

In addition to on-site monitoring, the City conducts quarterly desk reviews of each funded activity. Sub-recipients are required to submit clients' reports detailing the Mountain View clients served during the quarter, as well as the income and race/ethnicity of each client. Agencies are also required to submit quarterly budget reports showing expenses and revenue and a detailed invoice specifying what expenses are being charged to the CDBG or HOME funds. Agencies must also submit an annual independent audit report regarding their financial accounting.

The City prepares an annual performance report to HUD detailing the progress made in achieving the goals in the Consolidated Plan. The City also prepares detailed agreements with sub-recipients outlining goals and objectives to be met. The City's annual report to HUD includes an analysis of any problems or obstacles encountered by the sub-recipients in meeting their goals and objectives.

Appendix C contains a list of agencies and projects that will be monitored in the coming 2011-12 fiscal year for public service agencies that received funding in 2009-10 and some capital projects completed in prior program years.

1.6 Action Plan Tables

This section contains the HUD-required tables for the One-Year Action Plan. These include:

- Table 2 (HUD Table 3A): Summary of Specific Annual Objectives
- Table 3 (HUD Table 3B): Annual Affordable Housing Completion Goals
- Table 4 (HUD Table 3C): Action Plan Listing of Projects

Table 2 (HUD Table 3A): Summary of Specific Annual Objectives

Actions		Performance Measure	Five-Year Goal	Proposed 2011-12 Activity	HUD Outcome/ Objective	Proposed Completion Date
<i>Goal #1: Support affordable housing for lower-income and special needs households</i>						
1A	Encourage the creation of rental housing units affordable to lower-income households, with an emphasis on units for extremely low- and very low- income households, through new construction or acquisition/rehabilitation activities, especially for large families, the frail elderly, and the disabled.	LMH	150 Units	Downtown Family Rental Project- 51 units affordable to very low and low income households – Use CDBG funds for site acquisition	DH-2	Site acquisition: April 2011 Construction: Dec-13
				Senior Group Home that serves 5 extremely low income seniors	DH-2	Acquisition: Jan-12 Rehabilitation: Dec-13
1B	Participate in the preservation of existing rental housing units affordable to extremely low, very low and low income households by funding rehabilitation activities that will extend the life of the property and providing support for the purchase or extension of affordable housing covenants	LMH	400 Units	Energy-Efficiency (Green) upgrades for San Veron, Maryce Freelen, and Fountains Apartments-230 units affordable to low and very low income households	DH-3	Jun-13
1C	Support homebuyer assistance programs for low and moderate income households	LMH	4 Lower Income Homebuyers	Help promote the Mortgage Credit Certificate Program and the Housing Trust of Santa Clara County's homebuyers programs, which benefit lower income homebuyers	DH-2	Jun-12

Actions		Performance Measure	Five-Year Goal	Proposed 2011-12 Activity	HUD Outcome/ Objective	Proposed Completion Date
1D	Coordinate with non-profit agencies, housing developers, and other jurisdictions on regional approaches to provide and maintain housing for special needs households, such as persons with physical or mental disabilities, victims of domestic violence, and youth transitioning from foster care	Administrative	Meet regularly with members of the Santa Clara County CDBG Coordinators group to identify projects for consideration and possible City funding	Attend quarterly meetings held by the CDBG Coordinators group, in addition to meeting with non-profit agencies and developers to identify possible projects that could be implemented in future years. There were no Fiscal Year 2011-12 projects identified for funding.	N/A	Ongoing
1E	Use CDBG and HOME funds combined with local housing funds to minimize or eliminate barriers to affordable housing production	LMH	Use CDBG and HOME funds in combination with other funding sources to provide financial subsidies to developers for at least two affordable housing projects	Refer to 1A above	DH-2	Jun-12
1F	Whenever possible, spend at least half of the City's CDBG and HOME grants to provide housing for lower income households, homeless persons and other households with special needs	LMH	Annual expenditure of at least half of the CDBG and HOME funds on housing activities for lower income, homeless, and special needs persons	With the exception of administration, some public service funding, and one public facility project, all of the CDBG and HOME funds in Fiscal Year 2011-12 will be spent on housing activities. Refer to 1A, 1B, and 7A.	DH-1, DH-2, and DH-3	Jun-12

Actions		Performance Measure	Five-Year Goal	Proposed 2011-12 Activity	HUD Outcome/ Objective	Proposed Completion Date
Goal #2: Support activities to end homelessness						
2A	Participate in the creation of new transitional and supportive housing facilities to address homelessness through regional collaboration and cooperation with non-profit agencies, housing developers and other jurisdictions	Administrative	Meet regularly with members of the Santa Clara County CDBG Coordinators group to identify projects for consideration and possible City funding	Attend quarterly meetings held by the CDBG Coordinators group, in addition to meeting with non-profit agencies and developers to identify possible projects that could be implemented in future years. No projects identified for funding for FY 2011-12	N/A	Ongoing
2B	Continue to support existing transitional housing facilities that provide services and a continuum of care to homeless persons, runaway youth, youth transitioning out of foster care, and families	LMC	Provide funding to maintain local and regional transitional housing facilities	No agency or entity applied for Fiscal Year 2011-12 funding to maintain transitional housing facilities	N/A	N/A
2C	Continue to support programs that prevent people from becoming homeless, such as short-term emergency shelter and emergency rental assistance programs	LMC	Provide 75 homeless persons with 2,500 shelter days; Provide 75 households at risk of homelessness with emergency rental assistance; and Assist in funding one new regional homeless shelter	Provide 20 homeless persons with 400 shelter days and provide 15 households at risk of homelessness with emergency rental assistance	DH-1	Jun-12
2D	Continue to provide funding and support for programs and services to homeless persons and families and those at-risk of becoming homeless	LMC	Provide funding for housing and employment referrals, mental health and substance abuse counseling, and other support services to 750 homeless persons or persons at risk of becoming homeless	Provide funding for housing and employment referrals, mental health and substance abuse counseling, and other support services to 440 homeless persons or persons at risk of becoming homeless	SL-1	Jun-12

Actions		Performance Measure	Five-Year Goal	Proposed 2011-12 Activity	HUD Outcome/ Objective	Proposed Completion Date
Goal #3: Support activities that provide basic services to lower income households and special needs populations						
3A	Continue to fund a variety of public service programs that help lower income households meet basic needs, such as programs providing emergency assistance, food/meals, healthcare, and support services for the disabled and seniors	LMC	Provide funding for emergency assistance, food/meals, healthcare, and support services for the disabled and seniors, and other basic needs to 20,000 persons	Provide funding for emergency assistance to 3,000 households, meals and support services to 500 seniors and disabled persons, and healthcare to 2,000 persons (Total = 5,500 persons)	SL-3	Jun-12
3B	Continue to fund a Home Repair and Home Access Program that assists low income homeowners and disabled persons with home repairs and modifications that make their units accessible and enable them to remain in their residences	LMH	Improve and or perform accessibility modifications for 75 units occupied by lower income households	Improve and or perform accessibility modifications to 15 units occupied by lower income households	SL-3	Jun-12
3C	Assist in the creation or maintenance of regional public facilities that serve disabled or special needs households and groups	LMC	Fund new or make improvements to at least two existing regional public facilities that provide services to special needs or disabled Mountain View residents.	None	N/A	N/A

Actions		Performance Measure	Five-Year Goal	Proposed 2011-12 Activity	HUD Outcome/ Objective	Proposed Completion Date
<i>Goal #4: Support programs and activities that eliminate blight and/or strengthen neighborhoods</i>						
4A	Make improvements to streets, sidewalks, and other public infrastructure and public facilities to remove accessibility barriers and enhance neighborhoods	LMA and Citywide for removal of accessibility barriers	Undertake a minimum of six street and sidewalk improvement projects that will be compliant with ADA standards	ADA improvements to a segment of Shoreline Boulevard, a heavily used north-south arterial in an eligible area within the City. Project identified as a priority in the 2010-15 Consolidated Plan and City's Capital Improvement Plan.	SL-3	Dec-12
4B	Preserve, maintain, and make accessible existing parks and open space facilities; and, when possible, increase park and open space facilities to address the needs of areas deficient in open space	LMA	Assist in implementing the Park Master Plan, providing funding for acquisition of park land and improvements in eligible areas	None	N/A	N/A
4C	Support lead abatement activities in low income households and areas	LMC	This activity is performed in conjunction with Actions 1A-B and 3B above.	This activity is performed in conjunction with Actions 1A-B and 3B above.	DH-1	Ongoing

Actions		Performance Measure	Five-Year Goal	Proposed 2011-12 Activity	HUD Outcome/ Objective	Proposed Completion Date
4D	Increase and expand public outreach efforts to inform the community about available programs and services for low income households, including groups with language, technology, or cultural barriers	Administrative	1) Identify resources for creating new and improving existing multi-lingual and informative materials for educating the public on available services and programs; 2) Enhance the City's Housing and Neighborhood Division's website by incorporating information on available programs and services; and 3) Assist in the distribution of the materials	1) Identify resources for creating new and improving existing multi-lingual and informative materials for educating the public on available services and programs; 2) Update the City's Housing Handbook (a referral resource for the community); and 3) Assist in the distribution of the materials.	N/A	Jun-12
Goal #5: Promote Fair Housing Choice						
5A	Perform ongoing fair housing outreach and education	LMC	Provide funding for 35 outreach activities	Provide funding toward seven outreach activities: 1) two workshops and seminars held throughout the County, 2) the preparation of four fair housing related articles and newsletters; and 3) the distribution of bilingual fair housing materials to landlords and rental property owners	SL-1	Jun-12

Actions		Performance Measure	Five-Year Goal	Proposed 2011-12 Activity	HUD Outcome/ Objective	Proposed Completion Date
5B	Continue to support fair housing investigation, audits, counseling and enforcement	LMC	Provide funding to address fair housing complaints and perform 10 audits and 30 consultations	Provide funding to address fair housing complaints and perform two audits, six consultations, and process cases as needed	SL-1	Jun-12
5C	Continue to participate in a countywide fair housing task force in order to improve the provision of fair housing services on a regional basis	Administrative	Maintain a presence at the quarterly meetings and participate in associated activities	Attend a minimum of two quarterly fair housing meetings and help distribute fair housing education and referral materials in Mountain View	N/A	Jun-12
5D	Update the local Analysis of Impediments to Fair Housing Choice (AI) and report on its implementation as necessary	Administrative	Complete the AI prior to the onset of the 2010-15 Consolidated Plan cycle	Implement actions to reduce or eliminate barriers to fair housing choice on an ongoing basis	N/A	Jun-12
Goal #6: Expand economic opportunities for low-income households						
6A	Support local employment development and workforce training activities for lower income households	LMC	NOVA, a local non-profit agency provides employment counseling and job resources and referrals for approximately 400 Mountain View residents over a five-year period	NOVA to serve 80 Mountain View clients	EO-1	Jun-12

Actions		Performance Measure	Five-Year Goal	Proposed 2011-12 Activity	HUD Outcome/ Objective	Proposed Completion Date
6B	Research possible business preservation and enhancement programs that could assist low income business owners whose establishments are located in eligible areas of the City.	Administrative /LMA	Review and possibly implement programs or activities that assist low income businesses in spurring economic activity or remaining operational	Review 2010 Census data, once it is available to identify eligible areas	N/A	Jun-12
Goal #7: Encourage Environmental Sustainability						
7A	Encourage and fund energy-efficiency improvements and modifications for existing subsidized rental housing units serving extremely low, very low and low income households	LMH	Fund energy efficiency improvements for 400 subsidized units that serve extremely low, very low and low income households	Fund energy efficiency improvements at San Veron, Maryce Freelen, and Fountains Apartment complexes-230 units affordable to low and very low income households	DH-3	Jun-13
7B	Encourage and fund energy-efficiency improvements for eligible public facilities and infrastructure	LMA	Fund energy efficiency improvements for at least two public facilities	None	N/A	N/A
	HUD Codes					
			Availability/Accessibility	Affordability	Sustainability	
	LMH-Low/Mod Housing	Decent Housing	DH-1	DH-2	DH-3	
	LMC-Low/Mod Client	Suitable Living Environment	SL-1	SL-2	SL-3	
	LMA-Low/Mod Area	Economic Opportunity	EO-1	EO-2	EO-3	

**Table 4: Summary of Proposed Funding FY 2011-12 Activities
Subject to Approval by the Council on April 5, 2011**

2011-12 HUD Allocations and Approved Administration Budget

Uses	<u>CDBG</u>	<u>HOME</u>
Administration Funds	\$140,000	\$45,000
Public Services	\$121,500	N/A
CHDO Reserved Funds	N/A	\$67,500
Capital/Housing Projects Budget	\$546,500	\$1,325,500
Total	\$808,000	\$1,438,000

2011-12 CDBG Public Services Budget

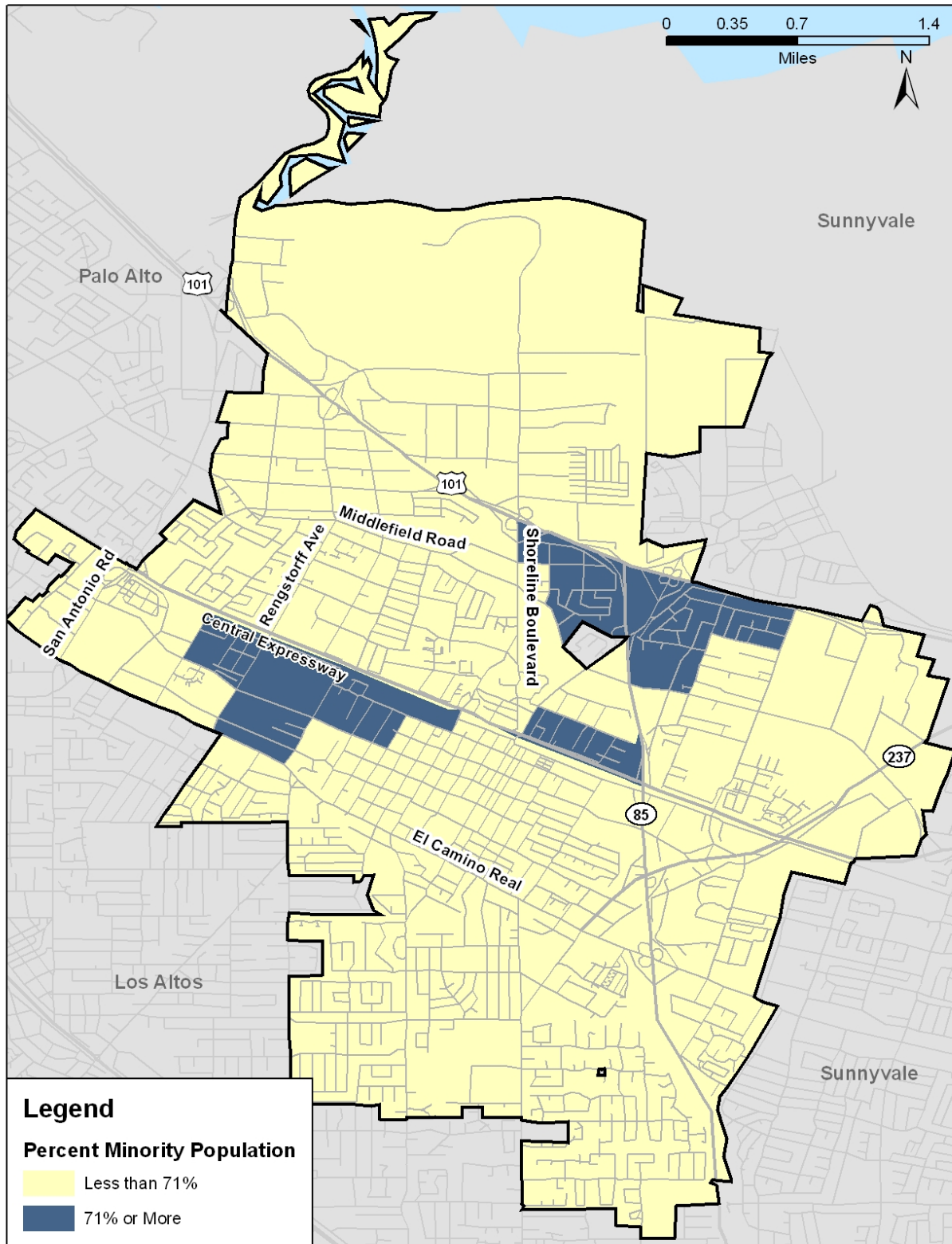
Agency/Program	2011-12 Amount of CDBG Funding
Community Services Agency—Alpha Omega	8,285
Community Services Agency—Emergency Services	37,517
Community Services Agency—Senior Services	28,698
Community Technology Alliance	7,500
EHC Lifebuilders, Inc.	10,000
Mayview Community Health Center	6,000
Project Sentinel	6,500
Senior Adults Legal Assistance	6,000
Bill Wilson Center	6,000
MAITRI	5,000
Total CDBG Funding	\$121,500

2011-12 CDBG and HOME Capital Project Budgets

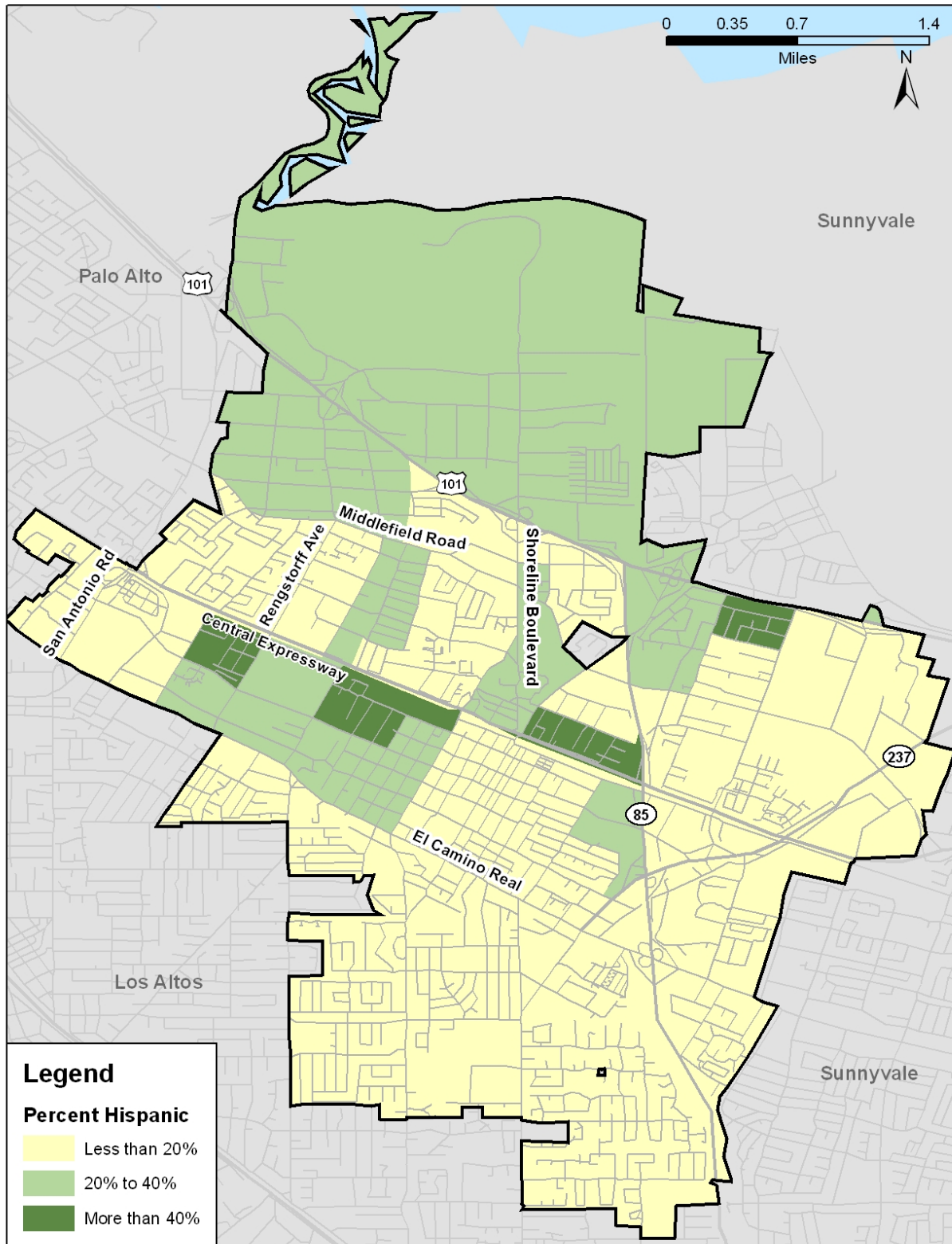
2011-12 Capital Projects	CDBG	HOME
Minor Home Repair and Home Access Program	30,000	
ADA Shoreline Boulevard Improvements	300,000	
Maryce Freelen Place Rehabilitation Common area improvements and exterior and interior upgrades	216,550	
The Fountains Apartments Common area improvements and exterior and interior upgrades		\$304,710
San Veron Park Landscaping improvements and exterior and interior upgrades		\$361,260
Senior Group Home		\$659,530
Total	\$546,550	\$1,325,500

2 Appendix A: Minority Concentration Maps

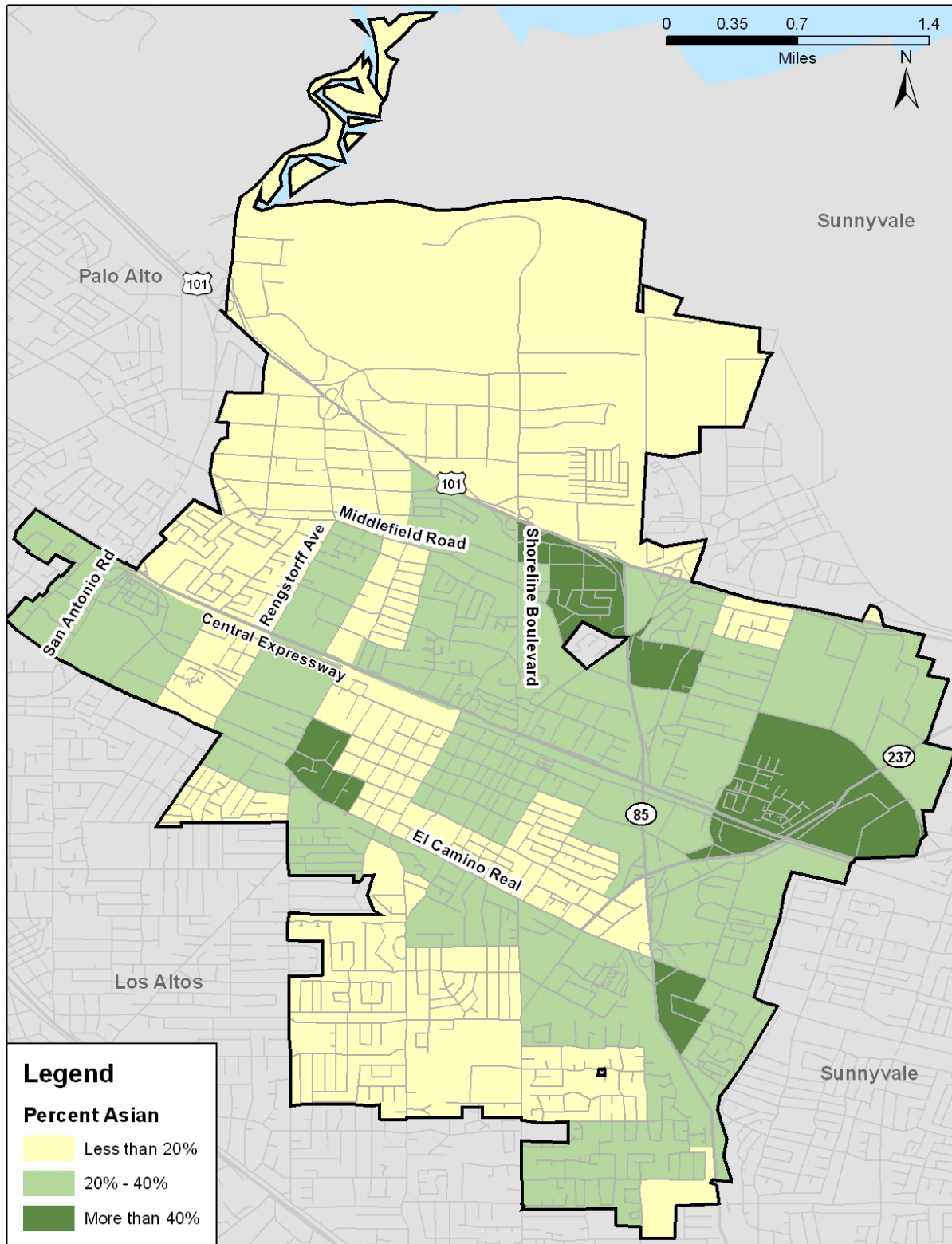
Areas of Minority Concentration, Mountain View, 2009



Hispanic Population, Mountain View, 2009

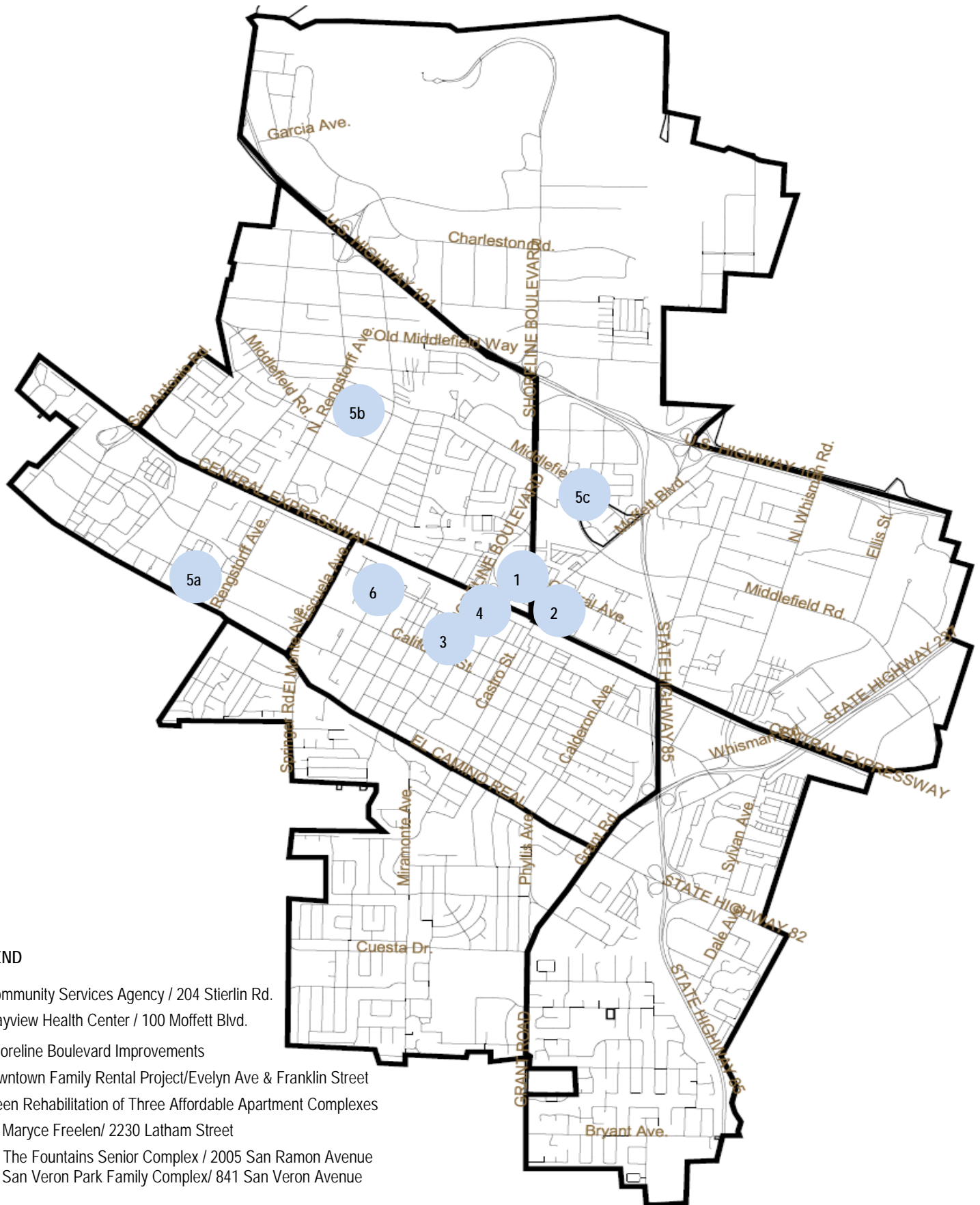


Asian Population, Mountain View, 2009



3 Appendix B: Map of Funded Projects

Location Map of Funded Agencies and Projects in Mountain View



4 Appendix C: Monitoring Plan

Table 1: Monitoring of Funded Programs, Fiscal Year 2011-2011

	Location/ Responsible City	Amount Granted	Type of Project	No. of Units or Work Type	Monitoring Frequency	Monitoring Date for 2007- 08 Files	Monitoring Date for 2008- 09 Files	Monitoring Date for 2009- 10 Files	Monitoring Date for 2010-11 Files	Date of Planned Monitoring for 2011-12 files
Community Technology Alliance	San Jose/ Mountain View	\$7,168 2009-10	PSA	Low-Income Clients	Every Other Year	9/08		9/10		9/12
CSA-Emergency Assistance	Mountain View/ Mountain View	\$46,669 2009-10	PSA	Low-Income Clients	Every Other Year	9/08		9/10		9/12
CSA-Senior Services	Mountain View/ Mountain View	\$27,918 2009-10	PSA	Low-Income Clients	Every Other Year	9/08		9/10		9/12
CSA-Alpha Omega	Mountain View/ Mountain View	\$9,832 2009-10	PSA	Low-Income Clients	Every Other Year	9/08		9/10		9/12
EHC – Emergency Shelter	San Jose/ Mountain View	\$15,000 2009-10	PSA	Low-Income Clients	Annually (Until 2011 then every two years, if no findings)	9/08	8/09	9/10	9/11	9/12
Mayview Community Health Center	Palo Alto/ Mountain View	\$6,485 2009-10	PSA	Low-Income Clients	Every Other Year	9/08		9/10		9/12
Project Sentinel	Palo Alto/ Mountain View	\$6,405 2009-10	PSA	Low-Income Clients	Annually		8/09	9/10	9/11	9/12
Second Harvest Food Bank	San Jose/ Mountain View	\$5,570 2009-10	PSA	Low-Income Clients	Every Other Year		8/09		9/11	N/A
Senior Adult Legal Services	San Jose/ Mountain View	\$6,405 2009-10	PSA	Low-Income Clients	Every Other Year		8/09		9/11	

	Location/ Responsible City	Amount Granted	Type of Project	No. of Units or Work Type	Monitoring Frequency	Monitoring Date for 2007- 08 Files	Monitoring Date for 2008- 09 Files	Monitoring Date for 2009- 10 Files	Monitoring Date for 2010-11 Files	Date of Planned Monitoring for 2011-12 files
Bill Wilson Center (Pending Council Action)	Mountain View (both)	\$6,000	PSA	Youth Families	Annually	N/A	N/A	N/A	N/A	9/12
MAITRI (Pending Council Action)	San Jose/ Mountain View	\$5,000	PSA	Domestic Violence victims	Annually	N/A	N/A	N/A	N/A	9/12
CDBG Capital/HOME Projects (For CDGB/HOME Capital Projects, amount granted is total City-funded amount to date)										
Central Park Apartments	Mountain View/ Mountain View	\$3,320,000	Acquisition	103 Total Units, 11 HOME Units, 9 1-bd & 2 2- bd	Annually	08/08 – I & M	08/09 – I & M	08/10 – I & M	08/11 – I & M	08/12 – I & M
Maryce Freelen Green Rehabilitation	Mountain View/ Mountain View	\$367,000	Green Rehab Funding and Acq.-Rehab Funding	Very Low Income	Annually	08/08 – I & M	08/09 – I & M	08/10 – I & M	08/11 – I & M	08/12 – I & M
Project Match Senior Group Home	1675 S. Wolfe Road, Sunnyvale/ Sunnyvale	\$131,850	Acq.-Rehab	SFR, w/4-bds	Every 2 Years- M Annually - I	06/08 - I & M	06/09 – I	06/10 I & M	06/11 – I	06/11 – I & M
Shorebreeze	460 No. Shoreline Blvd Mountain View/ Mountain View	\$320,031	Acq.	104 Total, 5 HOME Units, 3 1-bd and 2 2- bd	Annually	08/08 – I & M	08/09 — I & M	08/10 — I & M	08/11 — I & M	08/12 — I & M
Stoney Pine, Charities Housing	Sunnyvale/ Sunnyvale	\$115,050	New Const.	23 Units	Every 2 Years	06/09 – I & M	07/10 – M	06/11 – I & M	07/11 - M	06/12 – I & M

	Location/ Responsible City	Amount Granted	Type of Project	No. of Units or Work Type	Monitoring Frequency	Monitoring Date for 2007- 08 Files	Monitoring Date for 2008- 09 Files	Monitoring Date for 2009- 10 Files	Monitoring Date for 2010-11 Files	Date of Planned Monitoring for 2011-12 files
Home Safe	Santa Clara/ Santa Clara	\$100,000	New Const.	25 Total Units, 1 HOME unit	Every 2 Years	11/08- I & M		11/10- I & M		11/12-I & M
San Antonio Place, Charities Housing	Mountain View/ Mountain View	\$2,188,815	Acq.-New Const.	120 Total Units, 32HOME Studio Units	Annually	08/08 – I & M	08/09 – I & M	08/10 – I & M	08/11 – I & M	08/12 – I & M
Santa Clara Valley Blind Center	San Jose/ Mtn. View will monitor for itself	\$65,000	Rehab-Re- Roofing	Public Facility	Annually (For Five Years)	N/A Rehab Underway	N/A Rehab Underway	9/10 – M	9/11 – M	9/12 – M
Home Repair/Home Access Program Operated by CSA	Mountain View Senior Center (main office in Palo Alto)/ Mountain View	\$30,000	Rehab.	Various SFR and Rental Units	Annually	03/08 & 08/08 – I	11/08 & 06/09 – I 07/08 and 08/09 - M	01/10 & 06/10 - I 9/10 – M	N/A Program awaiting another operator	01/12 & 06/12 – I 9/12 – M
Maitri Domestic Violence Shelter and Transitional Home	Cupertino/ Cupertino	\$75,000	Acquisition (Rehab paid by other cities)	Four units to serve 16 clients annually	Annually	N/A	N/A Site Acquisition	N/A Rehabilitation Underway	8/11 - M	8/12 – M
Evelyn Street Rental Housing	Mountain View/ Mountain View	\$437,140	Pre- Development	TCD, Rental Units	N/A	N/A	N/A	N/A	N/A Under Construction	N/A Under Construction

Legend

I – Inspection

M – Monitoring

Ac. – Acquisition

N/A – Not Applicable

Rehab. – Rehabilitation

5 Appendix D: CDBG and HOME SF 424 Forms

Form Application SF 424

CDBG

Application for Federal Assistance SF-424	Version 02
<p>*9. Type of Applicant 1: Select Applicant Type:</p> <p>C. City or Township Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>*Other (Specify)</p>	
<p>*10 Name of Federal Agency:</p> <p>U.S. Department of Housing and Urban Development</p>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <p>14-218</p> <p>CFDA Title:</p> <p>Community Development Block Grant</p>	
<p>*12 Funding Opportunity Number:</p> <p></p> <p>*Title:</p> <p></p>	
<p>13. Competition Identification Number:</p> <p></p> <p>Title:</p> <p></p>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p>	
<p>*15. Descriptive Title of Applicant's Project:</p> <p>Community Development Block Grant Program</p>	

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: 12th	*b. Program/Project:	
17. Proposed Project:		
*a. Start Date: 07/01/2011	*b. End Date: 06/30/2012	
18. Estimated Funding (\$):		
*a. Federal	\$700,000	
*b. Applicant		
*c. State		
*d. Local		
*e. Other	\$20,000 (Carryover and Reprogrammed Funds)	
*f. Program Income	\$88,000 (Program Income)	
*g. TOTAL	\$808,000	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on		
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.		
<input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)		
<input checked="" type="checkbox"/> ** I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: Mr.	*First Name: Kevin	
Middle Name: C.		
*Last Name: Duggan		
Suffix:		
*Title: City Manager		
*Telephone Number: 650-903-6301	Fax Number: 650-903-6048	
* Email: kevin.duggan@mountainview.gov		
*Signature of Authorized Representative:		*Date Signed:

Application for Federal Assistance SF-424

Version 02

*Applicant Federal Debt Delinquency Explanation

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

Form Application SF 424

HOME

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s) <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify)	
3. Date Received: 4. Applicant Identifier: <div style="text-align: center;">M-11-MC-06-0233</div>		
5a. Federal Entity Identifier:		*5b. Federal Award Identifier: M-11-MC-06-0233
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	
8. APPLICANT INFORMATION:		
*a. Legal Name: City of Mountain View		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 94-6000379	*c. Organizational DUNS: 010917748	
d. Address:		
*Street 1: 500 Castro Street Street 2: *City: Mountain View County: Santa Clara *State: CA Province: *Country: U.S.A. *Zip / Postal Code 94041		
e. Organizational Unit:		
Department Name: Community Development Department	Division Name: Neighborhoods and Housing	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Ms. *First Name: Regina Middle Name: Ann *Last Name: Adams Suffix:		
Title: Senior Planner		
Organizational Affiliation: City of Mountain View		
*Telephone Number: 650-903-6049 Fax Number: 650-903-6048		
*Email: regina.adams@mountainview.gov		

Application for Federal Assistance SF-424	Version 02
<p>*9. Type of Applicant 1: Select Applicant Type: C. City or Township Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>*Other (Specify)</p>	
<p>*10 Name of Federal Agency: U.S. Department of Housing and Urban Development</p>	
<p>11. Catalog of Federal Domestic Assistance Number: 14-023</p> <p>CFDA Title: Home Investment Partnership Program</p>	
<p>*12 Funding Opportunity Number: _____</p> <p>*Title: _____</p>	
<p>13. Competition Identification Number: _____</p> <p>Title: _____</p>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p>	
<p>*15. Descriptive Title of Applicant's Project: Home Investment Partnership Program</p>	

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: 12th	*b. Program/Project: 12th	
17. Proposed Project:		
*a. Start Date: 07/01/2011	*b. End Date: 06/30/2012	
18. Estimated Funding (\$):		
*a. Federal	\$450,000	
*b. Applicant		
*c. State		
*d. Local		
*e. Other	\$880,000 (Carryover and Reprogrammed Funds)	
*f. Program Income		
*g. TOTAL	\$108,000 (Program Income)	
	\$1,438,000	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: Mr.	*First Name: Kevin	
Middle Name: C.		
*Last Name: Duggan		
Suffix:		
*Title: City Manager		
*Telephone Number: 650-903-6301	Fax Number: 650-903-6048	
* Email: kevin.duggan@mountainview.gov		
*Signature of Authorized Representative:	*Date Signed:	

Application for Federal Assistance SF-424

Version 02

Applicant Federal Debt Delinquency Explanation

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

HUD-424-M Funding Matrix

The applicant must provide the funding matrix shown below, listing each program or program component for which HUD funding is being requested and submit this information with the application for federal financial assistance.

Grant Program*	HUD Share	Matching Funds	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other Funds	Program Income	Total
CDBG	\$700,000						\$20,000	\$88,000	\$808,000
	0						(Carryover)	0	0
	0							0	0
HOME	\$450,000						\$880,000 (Carryover and Re-assigned Funds)	\$108,000	\$1,438,000
Grand Totals	\$1,150,000						\$900,000	\$196,000	\$2,246,000

Previous versions of HUD-424-M are obsolete

form HUD-424-M (03/2003)

6 Appendix E: Certifications

Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential ant displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying – To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Kevin C. Duggan
Name

City Manager
Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan --Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s), **2011-12** (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force --It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction; Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

Kevin C. Duggan

Name

City Manager

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs --it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official

Date

Kevin C. Duggan
Name

City Manager
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

500 Castro Street, Mountain View

Check _____ if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 21.

7. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of sub recipients or subcontractors in covered workplaces).